

TRAINING AND EXERCISE SUBCOMMITTEE

MEETING MINUTES

WEDNESDAY, JUNE 7TH, 2017

DELAWARE STATE FIRE SCHOOL

On June 7th, 2017 the Training and Exercise Subcommittee meeting was held at the Delaware State Fire School in Dover with representatives from the Training and Exercise Subcommittee and the Delaware Emergency Management Agency (DEMA).

Attendees	Agency
Gerald Brennan, Chairman	DSFS
Thomas Nesbella	DEMA
Devon Stover	DEMA
Allen Metheny Sr.	DVFA
Lisa Tanielian	DDA
Tucker Dempsey	DSFS
Glenn Marshall	SCEMS
Claudette Martin-Wus	DTI
Betty Decker	DPH-EMSPS
Joe Hughes	DLLG
Suzanne Raab-Long	DE Healthcare Assoc.
Dwayne Day	DeIDOT
Matthew Higgins	DNREC
Paige Fitzgerald	DEMA
Harvey Velott	DSP

- The meeting was called to order at 8:33 a.m. by Chairman Gerald Brennan who welcomed everyone.
- A quorum of members is present and we will go on with the business session.
- A motion was carried for an approval of May 3rd, 2017 meeting minutes. APPROVED (Motion by Matthew Higgins, Second by Glenn Marshall)
- A motion was carried for approval of June 7th agenda. APPROVED (Motion by Allen Metheny, Second by Claudette Martin-Wus)

EXERCISE PROGRAMS

Tom Nesbella reported on the following exercises:

- Kent TTX, aircraft crash, 18 May 17
- REP, ingestion dress rehearsal drill, 20-22 June 2017

- DEMA TTX, hurricane, 12 July 17
- Sussex TTX, water contamination, TBD
- State Active shooter WS, Jul/Aug
- Statewide JIC, TTX, 1 Aug 17
- IMT, TTX, TBD
- DEMA FSE, 12 Aug 2017
- NCC MOU TTX, Sept time frame
- FS Special Ops drill, Sept time frame
- REP, ingestion graded drill, 12-14 Sept 2017
- DTI FE, Oct 23rd and 24th 2017

Other DE exercises

LE

- State-wide TTX's for school shooting/shelter-in-place, ongoing this year
- TTX, DSCYF active shooter TBD
- TTX, OMB active shooter TBD
- TTX Milford hospital active shooter 22 Mar
- DAFB, active shooter drill 12 Sept 17

Harvey adds there will be a youth and family exercise with more details to follow

Harvey assisted with a successful DTI active shooter TTX

HC

- St. Francis
 - o Infant Abduction – May
 - o Mass Casualty with Air Base – July
 - o Active Shooter – August
 - o Mass Casualty - Sept.
- Nanticoke
 - o Active Shooter – Departmental
 - o Med Surge Scenario – July
- Christiana Care
 - o Mass Casualty Incident
 - o Network Down – June
 - o NICU Evacuation - end of June
 - o Behavioral Health Evacuation - end of June
- Bay health
 - o Disaster involving bus with Boy Scouts - June 10
- AI
 - o Active Shooter
 - o Tornado Strike - Satellite locations
 - o Evacuation based on Bomb Scenario
 - o Ransomware
- Beebe
 - o Network Outage
 - o Mass Casualty
 - o Stop the Bleed

- VA
 - o Active Shooter
 - o Evacuation VA Long Term Care
- PH
 - o SHOC Functional Exercise scheduled for May 2nd
 - o Ethics Workshop scheduled for some time in May 2017

USPS

- NCC BIO, TTX, 15 June 17

DAFB

- FSE, 22 July 17

TSA

- TTX, 20 Sept 17

Coast Guard

- Oil spill, FSE Sept 17

TRAINING PROGRAMS

Tom Nesbella reported on the following training sessions:

- Currently working the 2017 schedule
 - o MGT-331 COOP, 24-25 May, 21 attended
 - o AWR-136 Essentials of Community Cybersecurity, 6 Jun, 31 enrolled
 - o MGT-384 Community Preparedness for Cyber Incidents, 6-7 Jun, 21 attended
 - o AWR-332 Hazardous Weather Preparedness for Campuses, 15 Jun, UD
 - o AWR 148 Crisis Management for School-Based Incidents, 27 Jun, 25 enrolled
 - o MGT-439 Pediatric Disaster Response and Emergency Preparedness, 25-26 July, AI DuPont
 - o MGT 417 Crisis Management for School-Based Incidents, Key Decision Makers, 8-9 Aug, 2 enrolled
 - o PER-304 Social Media for Natural Disaster Response and Recovery, 23 Aug, 7 enrolled

Tom adds that there will be a PPE course upcoming for the October to November timeframe.

Harvey complements on good Unified Command class. Tucker says that it could use some more law enforcement and emergency management presence.

- In-residence courses
 - Center for Domestic Preparedness (CDP), 2
 - New Mexico Tech (NMT), 1
 - Counter Terrorism Operations Support (CTOS), 0

AFTER ACTION REPORT IMPROVEMENT PLAN

Tom Nesbella reported on the following:

- Wilmington FSE and Kent drill
 - Committee members reviewed the AAR's and commented on the reports

FINANCIAL STATEMENTS

- Financial Statements, FY16 budget reviewed

OLD BUSINESS

- A previous request by LE of \$1292.20 was made and went over budget. Approximately \$500.00 over the amount due to airfare not being calculated in the request.
 - A motion was carried for an approval of additional cost. APPROVED (Motion by Dwayne Day, Second by Tucker Dempsey)

NEW BUSINESS

- Requests for Training
 - Dwayne brought up that PW written in agenda in this section should be changed to CT (Critical Transportation)
 - Dwayne Day is requesting \$9570 for drone training conference in Las Vegas, NV from September 5th to 9th. There are ~45 pages of different courses that would be useful to attend while there.
 - A motion was carried for an approval of cost. APPROVED (Motion by, Glenn Marshall, Second by Harvey Velott)
 - Tucker Dempsey is requesting \$15,795 for structural collapse training in Virginia Beach. It is one of the leading training areas of this type in the country. They will be sending 6 people.
 - A reminder was made to follow the reimbursement guide.
 - A motion was carried for an approval of cost. APPROVED (Motion by Glenn Marshall, Second by Matt Higgins)
 - Harvey Velott is requesting \$2593.50 for firearms training
- A motion was carried for an approval of cost. APPROVED (Motion by Matt Higgins, Second by Glenn Marshall) Note: this request has now been withdrawn by Harvey Velott, DSP
- Requests for Exercises
 - None
- FY17 T&E Funding Reduction

- Paige Fitzgerald discussed with the committee members the need to reduce funding project requests for FY17 SHSP. She stated the amount remaining to achieve the overall SHSP goal was \$50,000. The committee was presented with a document showing all T&E projects and amounts requested. The committee members went into a lengthy discussion on making no reductions at all to various reductions in certain projects.
 - Discussion and compromises were made between attendees.
 - Agreement was made to reduce the following
 - \$37,500 from All Hazards Exercise program
 - \$10,000 from Core Training
 - \$2,500 from DTI Cyber Security & COOP exercise
 - \$50,000 total reduction was agreed upon
 - A motion was carried for an approval of the cost reduction.
APPROVED (Motion by Claudette Martin-Wus, Second by Harvey Velott [Opposed by Gerald Brennan])

NIMS COORDINATOR UPDATE

Devon Stover Reports:

- FEMA released 5 draft documents relating to the Resource management supplemental guide and tools. They are designed to type personnel and standardize training so that when personnel are requested by other agencies, it is known what they are receiving. It also promotes consistency and a common approach that allows the entire community to work together better and to manage all threats. The draft documents released for review are: The NIMS guideline for the NQS, NIMS job position titles/ position qualifications, NIMS Position Task Books, NIMS Guideline for Mutual Aid, and the updated NIMS Guideline for the Credentialing of Personnel.
- If you have not already done so, please review these documents and submit your suggestions to FEMA by June 9th (This Friday) by 5pm

CERT/CITIZEN CORPS

- Absent

OTHER SUBCOMMITTEE BUSINESS

- None

COMMITTEE MEMBERS COMMENTS

- Harvey informs everyone that the Hometown Security Conference is coming up. It will be held at Polytech in July. More details to follow.

CONCLUSION

- Per Chairman Robert Newman the July meeting is cancelled and **the next meeting will be August 2nd**
- A motion was carried for the meeting to be adjourned. APPROVED (Motion by Allen Metheny, Second by Harvey Velott)
- Meeting adjourned at 9:52am

Respectfully Submitted,

-Devon Stover